



# Lunenburg Public Schools

**Loxi Jo Calmes**  
*Superintendent of Schools*

SCHOOL COMMITTEE MEETING  
Wednesday, November 3, 2010  
Town Hall – 7:00 p.m.

## Minutes

### School Committee

David Reif, Chair  
Donna White  
Jason Poitras  
Gregory Berthiaume  
Colleen Shapiro

### Superintendent

Loxi Jo Calmes

### Recording Secretary

Mary Landi

### Student Representative

Stephen Flaherty

### Guests

Michael Barney, Peter McCauliff

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\* Call to Order – 7:00 p.m.

\* Chairman's Report – None.

\* Review and Approve Minutes

- October 20, 2010 Regular Session Minutes – tabled to next meeting
- October 20, 2010 Executive Session Minutes

\* Review and Approve Warrants

\* Superintendent's Report

- 2010 Superintendent's Award Recipient – Superintendent Calmes announced that Stephen Flaherty is the recipient of the Superintendent's Award this year. She read aloud some of the many accomplishments of this young man, including drum major in the LHS band, community volunteer, academic awards, working at extended day program, and national merit scholarship semi-finalist. Stephen thanked his family and introduced his family members in attendance. Stephen also thanked his teachers at the schools. Stephen will be attending the WCSA Scholars' Luncheon in January along with Superintendent Calmes and Mr. Barney.
- On November 8 Rachel's Challenge will be brought to Lunenburg High School and presented to students in grades 8 through 12. There will be a presentation during the evening for parents and community members at 7:00 in the high school auditorium.
- The Nashoba Boards of Health will conduct a flu clinic on November 18 from 3:30 to 6:00 p.m. at TCP.
- Faculty and staff had a very positive professional development day yesterday working on curriculum and instructional practices, as well as other items.
- The new Tri-town housing development is moving forward. Emerald Place already has several units completed. We have not seen increased student enrollment at this time. We will keep everyone posted and will respond accordingly.
- Town Manager Kerry Speidel will present the Town's financial forecast at a meeting next Tuesday evening at Town Hall.
- Superintendent Calmes provided baseline projections for the next five years going forward at status quo. She reviewed the various revenue streams including ARRA, IDEA, Ed Jobs Bill, and Title 1. A more detailed look at the projections will be on the agenda for the first meeting in December.

\* Student Report – Stephen Flaherty reported that:

- The high school held a successful Homecoming rally, and the parade was great. Mrs. Daukantas was the Marshall.
- The last home football game is this coming Friday.

- The band is wrapping up their citrus sale fundraiser.
- The schedule at the high school is hard to follow with teachers moving between buildings. He has heard positive feedback on the shifting of classes from morning to afternoon. It is difficult for scheduling, especially for students in the STEP program. A more detailed report will be forthcoming from both students and teachers.
- Rachel's Challenge – The National Honor Society is fundraising for Rachel's Challenge, including a fundraising night at Pizzeria Uno's and a popcorn sale. The program promotes treating others with respect and kindness. It will be presented to high school students and middle school students during the day and then there will be a presentation in the evening for parents and the public.

\* Public Comment – None.

\* New Business

- FY12 Proposed Budget and SIP Update – Mr. Barney addressed the committee. He began his presentation by highlighting the budget lines that showed a significant increase. His overall increase was \$22,000. There was a discussion around the technology requests, which included three Promethean Boards and technology carts. Mr. Barney noted that carts are particularly valuable to our teachers. Mr. Barney next reported on the school improvement plan. He received the NEASC letter yesterday; a press release will go out next week. Mr. Barney listed the many commendations from the NEASC report. Areas that need to be addressed include facilities and technology. Follow up must be done; 28 recommendations need to be addressed within the next five years. Some are highlighted and need to be addressed first. Dr. Berthiaume and Ms. Shapiro both said they read the report and it is wonderful.
- FY12 Proposed Budget – Athletics – Mr. Peter McCauliff addressed the committee and highlighted and gave explanations for the lines of the athletic budget that have proposed increases. He also reported slightly lower participation in the athletic teams and fewer requests for waivers. Also, he has seen a dramatic decrease in gate receipts.
- Student Suspensions – Mr. Barney distributed a Discipline Statistical Summary Report from FY07 through FY10, which showed a breakdown of full-day, in-house detentions and suspensions. There was discussion around what is more effective for students in terms of where they serve their detention/suspension, in school or out of school. The superintendent said we would look into the possibility of identifying individuals who might be able to come in serve as an in-house suspension person. Mr. Barney reported that with regard to the Advanced Placement grant, the high school has made it to the next step. The AP grant people are coming for a school visit on November 18.
- Job Descriptions Updates – Superintendent Calmes reviewed each of the three job descriptions: School Nursing Coordinator, School Accounting Services/Database Manager, Accounts Payable Clerk. Superintendent Calmes recommended approval of the updated School Nursing Coordinator job description. Dr. Berthiaume moved and Mr. Poiras seconded a motion to accept and approve the superintendent's recommendation. Vote: unanimous. Next, Superintendent Calmes recommended approval of the School Accounting Services/Database Manager and Accounts Payable Clerk positions. Dr. Berthiaume moved and Mr. Poiras seconded a motion to accept and approve the superintendent's recommendation. Vote: unanimous.
- Modifications to Employee Handbook – Superintendent Calmes spoke about the Bullying Prevention and Intervention document that will be added to the employee handbook. The superintendent recommended approval. Mr. Poiras moved and Ms. Shapiro seconded a motion to accept and approve the superintendent's recommendation. Vote: unanimous.

\* Old Business

\* Public Comment – Ms. Kristin Tuttle, a member of the Lunenburg community, stated that she found out at a recent junior basketball coaches meeting that practice time has been reduced because of the schools limiting the number of evenings and hours the schools are open. She would like to know what can be done so that the kids can get their practice time back for next year. Superintendent Calmes said she would work with Ms. Tuttle on the financial piece to open up some opportunities.

\* Reports

- Advisory Committee
- Finance Committee
- School Councils
- PTO

- e. Policy Sub-Committee
- f. Capital Planning Committee – The CPC meets tomorrow at 10:00 a.m.
- g. Health Advisory Committee
- h. PAC/SAL
- i. Regional Planning Committee – No meetings scheduled at this time.
- j. Rep. Benson's Advisory
- l. Other

\* Continuing Projects/Estimated Date of Completion

\* Items for Future Discussion

- Workshop Sessions
- Facilities Use Procedure
- Civic Engagement

\* Executive Session – None.

\* Adjournment – Ms. Shapiro moved and Mr. Poitras seconded a motion to adjourn the meeting at 8:33 p.m.  
Vote: unanimous.

Respectfully Submitted,

Mary Landi  
Recording Secretary

c/5/24/7/mel